



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

## Non-Competitive Selection Request

Date: 05/01/2024

Requisition Number: (8 characters)

Requestor Name: Jon Evans

Requestor Phone Number: 608-243-5893

Requestor Email: jevans@cityofmadison.com

Fund: 1100 GENERAL

Agency: 40 ENGINEERING

- Major:
- 53\*\*\* Supplies/Goods
  - 541\*\* Utilities
  - 542\*\* Building/Facility Maintenance/Repair
  - 543\*\* Software/Equipment Maintenance/Repair
  - 544\*\* Public Works Maintenance/Repair
  - 545\*\* Training/HR-Related Services
  - 546\*\* Consulting/Professional Services
  - 548\*\* Grants/Loans/Insurance/Other Services

Total Purchase Amount: \$212,000.00

Vendor Name: Vyron Corporation

Product/Service Description: Equipment Only - 3 Large Exhaust Fans for MT Tunnel

**\$50,000 and UNDER**  
This form will be sent to the Purchasing Supervisor for review.

**OVER \$50,000**  
Complete this form and draft a resolution using the sample resolutions provided by the City Attorney to your Budget Analyst. **Your resolution will not be added to the Finance Committee agenda without this form.**

**Check the box(es) for the exception criteria you feel are applicable:**

- 1. Public exigency (emergency) will not permit the delay incident to advertising or other competitive processes.
- 2. The services or goods required are available from only one person or firm (i.e., **true** sole source).
- 3. The services are for professional services to be provided by attorneys.
- 4. The services are to be rendered by a university, college, or other educational institution.
- 5. No acceptable bids have been received after formal advertising.
- 6. Service fees are established by law or professional code.

7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.
8. Otherwise authorized by law, rule, resolution, or regulation. Explain:
- If procurement is being paid with Federal or State grant funds, the vendor was identified by name in the approved Grant Application. (OPTIONAL)

## REASON FOR REQUEST

### WHY A COMPETITIVE SELECTION PROCESS CANNOT BE USED:

Provide **detailed** explanation below. For a true sole source, provide all information to explain why this product or service can only be purchased from this vendor. For one-of-a-kind items not sold through distributors, explain the unique performance features of the product requested that are not available from any other product. For services, detail the unique qualifications this vendor possesses, or other reason(s) that meet the criteria selected above. Identify specific, measurable factors and qualifications.

This is a followup to Fan Repair Work in the MT Tunnel from Late 2023 and Early 2024.

There are 4 fans that connect to the MT Tunnel Fire Alarm. All 4 fans were in a state of disrepair due to water intrusion and are in need of replacement/rehab. We decided to complete work on 1 fan in late 2023/early 2024 to determine the full scope of work. We are now ready to work on the remaining 3 fans.

This request is for procurement of the fans (equipment only). I will submit a request for the associated labor shortly as well. If these requests get approved, I would also route a resolution to get CC Approval.

We were hoping that we could repair 2 of the 4 fans and not need replacements. That is not possible. In addition we determined it is in our best interest to order a fan that exactly matches the existing - if we try to change things, like we did with the first fan replacement it results in some electrical upgrades that we would like to avoid. So the exact fan replacement from Greenheck is only available through their rep/distributor, Vyron Corporation. We need 3 Greenheck fans to facilitate this install as quickly as possible and hopefully by the end of 2024. Greenheck Fans are 25 week lead time from date we issue PO and order. MFD has told us compliance is required or action will be taken.

Each fan is ~\$70,667 x 3 = \$212,000. (this request)

Install labor is an additional \$74,900 x 3 = \$224,700 (separate request) labor includes associated demo, ductwork install, etc

TOTAL Budget: \$436,700

Munis Account 12730

## COMMENTS REGARDING PURCHASES OVER \$50,000

The City of Madison has paid Vyron Corporation a total of \$98,048 since 2015, all consisting of small purchases under the threshold requiring competitive selection.

Date:

Submit